

CUMBERLAND COUNTY RECYCLING TASKFORCE

AMENDED AND RESTATED BYLAWS

January 13, 2011

These Amended and Restated Bylaws amend and restate the Bylaws adopted on January 12, 2009 by the Taskforce.

Article I. Name

The name of the Taskforce shall be the "Cumberland County Recycling Taskforce," referred to herein as the "Taskforce."

Article II. Purpose

Responsibilities of the Taskforce shall include advising the Cumberland County Board of Supervisors, hereinafter the "Board," on aspects of the County's current and future recycling programs, hereinafter the "Recycling Program."

The Taskforce shall review the current recycling programs of the County; coordinate with County staff, including the County Administrator, or designee and make recommendations regarding future recycling efforts and any plans to increase the recycling efforts and success within the County.

The Taskforce shall also annually review the Recycling Program and recommend to the Board any changes needed to maintain the Recycling Program's efforts or consistency with the County's Comprehensive Plan, or to improve the administration, implementation and effectiveness of the County's Recycling Program.

The Taskforce shall also promote the Recycling Program, in cooperation and under the guidance of the Board, by providing educational materials to the public and conducting informational meetings.

Article III. Members

Membership of the Taskforce shall consist of those persons duly appointed by the Board.

Section 1.

The voting members of the Taskforce shall be appointed by the Board from the following constituencies:

- Five (5) residents of Cumberland County.
- Two (2) at large members with recycling interests.
- Two (2) representatives from the Company handling Solid Waste.
- County Administrator or designee.
- Appointments need not be Election District specific.

Section 2.

The members of the Taskforce shall serve at the pleasure of the Board. Except for the first appointees appointed in 2008 whose terms ended December 31, 2009, the term of each member shall be (3) year terms that begin on January 1st. Members may be reappointed for consecutive terms without limitation.

Section 3.

Absences caused by illness or personal matters of importance are excusable. If a member has two consecutive unexcused absences, the County Administrator, or designee serving as Secretary of this Taskforce shall notify the Board with a copy to the represented party. The Board may, in its discretion, remove the member and appoint a replacement member.

Section 4.

Vacancies, whether by expiration, resignation or removal, in membership shall be filled by appointment by majority vote of the Board for an unexpired term only. The appointed member should represent the same field of knowledge as the previous member.

Article IV. Officers

Section 1.

The officers of this Taskforce shall be comprised of the Chair, Vice-Chair and the Secretary. The Chair and Vice-Chair shall be elected by the Taskforce at its Annual Meeting. The Secretary shall be the County Administrator, or designee. Each officer shall serve a term of one year.

Section 2.

The officers shall perform the duties prescribed by the most recent revised edition of Robert's Rules of Order for Small Boards, including, but not limited to:

a. The duties of the Chair are to:

1. Preside at Taskforce meetings;
2. Represent the Taskforce before the Board and other public bodies except when this responsibility has been delegated to an appropriate official or Taskforce member.
3. Appoint subcommittees as appropriate; and
4. Perform other duties as appropriate to the office of Chair.

b. The duties of the Vice-Chair are to:

1. Serve as Chair in the absence of the Chair; and
2. To take all steps necessary to schedule Taskforce meeting in the absence of the Chair.

c. The duties of the Secretary are to:

1. Keep and distribute minutes of all meetings of the Taskforce;
2. Attend to the correspondence of the Taskforce and facilitate communication among Taskforce members;
3. In the absence of the Chair and Vice-Chair, conduct the election of a temporary Chair; and
4. Maintain the Taskforce library consisting of the minutes of all meetings of the Taskforce and documents, correspondence, and reports pertinent to the purpose of the Taskforce.

Section 3.

Nominations for the officers shall be made from the floor at the Annual Taskforce meeting.

Section 4.

Officers shall be elected by a majority of the votes cast. Any tie vote shall be broken by a re-vote with the current serving officer abstaining from the vote for such position.

Section 5.

No member shall be elected to the same office for more than two (2) successive one-year terms. A member may be elected to an office previously held for two (2) one-year terms, providing an interval of one year has elapsed since they last held that office. No officer shall hold more than one office simultaneously.

Section 6.

It shall be presumed that any officer who is absent from three (3) consecutive regular meetings of the Taskforce has resigned from such office.

Any officer may be removed from office, with or without cause, by a majority vote of the Taskforce breaking any tie vote in a meeting duly called for that purpose. Any tie vote shall be broken by a re-vote with the current serving officer abstaining from the vote for such position.

Any officer may resign upon written notice to the Board.

Section 7.

A vacancy, occurring in any office, shall be filled from the current membership by majority vote of the Taskforce for that vacancy's term only. Any tie vote shall be broken by a re-vote with the current serving officer abstaining from the vote for such position.

Article V. Meetings

Section 1.

The Taskforce shall meet at least four (4) times a year, and the first meeting in January shall be considered the Annual Meeting.

Section 2.

Dates for the meetings shall be established at the Annual Meeting.

Section 3.

Special meetings of the Taskforce may be called by the Chair or by a majority of the Taskforce, comprised as well by at least one board member. Each member must be notified at least seven days in advance of such special called meeting.

Section 4

Emergency meetings may be called at the discretion of the Chair.

Section 5.

A quorum shall consist of five (5) members present and the Taskforce shall operate on a "majority rule" basis.

Section 6.

Meetings shall be open to the public.

Article VI. Subcommittees

The Chair may, from time to time, establish subcommittees and advisory or working groups, to study and report on matters relevant to the Taskforce.

Article VII. Adoption

These Amended and Restated Bylaws shall become effective upon adoption and approval by a majority of the Taskforce.

Article VIII. Amendment

Section 1.

These Amended and Restated Bylaws may be amended by the Taskforce with thirty days written notice to each Taskforce member of any proposed change and by a majority of the members then present and voting at the next Taskforce meeting after such notice period.

Section 2.

A copy of these Amended and Restated Bylaws and any amendments to the Amended and Restated Bylaws shall be provided to the Taskforce members, the Board and any person who requests a copy or copies.

Article IX. Compensation and Reimbursement

The members of the Taskforce shall serve without pay, but the Board may, in its discretion, reimburse members for actual and necessary expenses incurred in the performance of his/her duties.